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ABSTRACT

A survey of public library authorities located in the 34 London boroughs was conducted during the summer of 1982 to determine the characteristics and extent of library automation and to assess changes since a similar 1978/79 study. Replies were received from 33 authorities, of whom 30 reported using computerized techniques. Information on library automation was also collected from nine library authorities located outside of London. This document presents survey results from each authority in 21 tables and an analysis of present automation practices and changes since 1978/79. Five topics are covered: (1) computer facilities, their limitations, and the use of bureau services and electronic information retrieval systems; (2) cataloging, including specific cataloging routines that are computerized, the type of equipment and other resources used, catalog output, catalog frequency and form, and management information provided; (3) circulation control, including specific circulation routines that are automated, the type of equipment used, automation of overdues and membership files, other routine output, conversion of library stocks, and circulation control management information provided; (4) the effect of automation on library staffing, and staff responsiblities for computerized operations; and (5) current computer support for libraries in relation to other local government departments, and library automation objectives and planning. (ESR)

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COMPUTERISATION IN PUBLIC LIBRARIES

A report of the survey carried out by the Technical Panel of the Association of London Chief Librarians during 1982

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March 1983

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1. INTRODUCTION

This report represents the results of a questionnaire circulated to all library authorities in London and a number elsewhere in the country during the summer of 1982.

The Technical Panel of the Association of London Chief Librarians had conducted a similar exercise during 1978/9 and the results of that questionnaire were published in September 1979. It was clear to members of the Panel that since the original survey a number of changes had occurred, both in techniques used and in the number of libraries using them. It was thus decided to repeat the survey to assess these changes.

To provide for the possibility of comparison the original questionnaire was used as the basis for the new survey. A number of minor alterations were made to improve interpretation, but it was felt important that there should be some continuity between the two exercises so that key changes and trends might be identified.

1.1 Sample and response

The basic sample in both surveys was all public library authorities in London, so for London the results are reasonable comprehensive. The other authorities included are chosen not to provide a representative range of extra-London practices, but to show what is being done in systems where it is known that computer techniques have been in use for some time.

Of the 34 library authorities in London replies were received from 33 of which 30 (all of whom responded to the questionnaire) are using computer techniques in the operation of at least some of their services.

1.2 Commentary on the tables

All of the analysis tables are included in the appendix for information, as one reason for conducting the survey was to show the complete range of tasks being undertaken and the methods used. It is intended that

those interested should look through these tables to identify practices - the commentary is merely designed to highlight significant points and lead into the tables which contain all the data received in questionnaire replies.

The replies from London authorities are more susceptible to analysis than those from elsewhere as data is available for all authorities whether or not they use computer techniques. The comments which follow, therefore, focus on London authorities and are based on the range of present practices and on changes which have occurred since the survey was last conducted.

Within the constraints which the Panel has had to work it has not been possible to make an in-depth analysis of responses as this would certainly have involved further discussions with respondents. Wherever possible replies have been included as given, although some editing has been necessary to obtain consistency. On this occasion, the final editing of the tables and drafting of the commentary has been done by Chris Batt. The comments are, therefore, designed to identify major changes since 1979, new practices and trends which are thought particularly relevant and which may help those interested to see how computer technology is developing in some libraries.

2. COMPUTER FACILITIES (TABLES 1 - 4)

2.1 Table 1 - computer facilities

When this report was last issued, 16 London authorities reported the use of mainframes to support library operations - nine used ICL machines, six used IBM and one used UNIVAC. On this occasion 17 London authorities reported Council owned or hired mainframes; ICL and IBM remain well used, but two authorities now use Honeywell Level 66. During the last three years all the respondents, with the exception of Merton and Westminster, have upgraded their mainframes, whilst outside London both Birmingham and Kent have indicated that they use more than one mainframe.

A number of London authorities continue to share facilities or take part in consortia. Ealing shares an IBM 3031 with Brent, Hounslow shares two hired IBMs with Richmond; Haringey is part of a four borough consortium (Hackney, Haringey, Hillingdon and Tower Hamlets).

The biggest area of growth in this period has been in the use of minicomputers and bureau services (see also questions 4 and 9). Nine libraries in London now own their own minicomputers and a further three have them on hire. This contrasts with the figures in the earlier report of four and one respectively. The increase in the number of minis in use is accounted for by the growing sophistication and storage capacity of the machines coupled with some frustrations occasioned by the use of authority mainframes. Of the minis in use, seven of the London authorities responding use Interdata/Plessey machines in their library systems.

A very wide range of VDUs are in use, although the number of machines in each system is low. Only Bexley, Hounslow and Sutton reported using VDUs more extensively, some in branches to provide access to the information stored in their minicomputers. Few respondents reported their own word processors.

2.2 Table 2 - limitations to computer facilities

There seems to be little change in answers to this question over the earlier replies. Most authorities do not consider that they have any

serious problems and have managed to work out agreed times when the mainframe is available for library use. This is, of course, always subject to items with higher priority taking precedence. Libraries which rely on computer departments for processing do not seem to have storage problems, but have restricted time. Those using more powerful minis tend to have all the time they want but more restrictions on storage.

Nearly all authorities reported that the library service has a low priority with centralised computer departments and that it is difficult to get new and enhanced programs which are subject, in any case, to long delays - a year was quoted in one case. This is generally attributed to a shortage of programmers and other computer staff. Several London authorities reported that all development must be justified in terms of benefits and savings.

2.3 Table 3 - Bureau services

Interesting developments have taken place since the last report. In 1979 nine London authorities reported the use of bureau services and of these only seven were for catalogue production. Currently 20 authorities in London are using bureaux all, at least in part, for COM catalogues. (See also comments on cataloguing below and Tables 6 - 11)

2.4 Table 4 - Information retrieval

This is a new question not included in the previous survey, designed to identify the use of electronic information retrieval systems.

Prestel has been adopted by 19 of the London authorities, but only four of them have more than one set each. This is a recent development and comparison cannot be made, but Prestel is well established and as six London libraries took part in the original field trials it is not without significance that only just over half of the London libraries use the service and that terminals are not provided more widely in those that do. Of the 19 using Prestel only eight report also subscribing to broadcast teletext services.

A number of authorities input information into Prestel via LASER which acts as information provider. Kingston has its own private viewdata system while Croydon has been experimenting with a special terminal which can interpret Prestel in Braille for the blind user.

Dial-up bases are poorly represented in London's public libraries, only seven authorities reported using them. Two of these use a Prestel terminal with associated hardware to access IRS/Dialtech - the data base most commonly available.

Only Bexley, Croydon and Hillingdon reported the use of word processors, mainly for the production of local information and indexes. Similarly the use of micro computers in libraries seems to be developing slowly, with only five authorities reporting their use.

One interesting development, reported by Haringey, is their co-operative scheme with the Open University allowing students studying computer and data processing courses to dial up the University's computer from a terminal in the central library.

3. CATALOGUING (TABLES 5 - 10)

3.1 Table 5 - which of the following cataloguing routines are computerised

In 1979 16 libraries in London reported the use of computer techniques in the cataloguing process. Since that date seven further authorities have adopted automated methods in at least part of their routines. Twenty of these authorities have computer produced catalogues or direct access to a data base containing the cataloguing records, 11 have such catalogues for records and cassettes and five have catalogues for other items - serials, pictures, etc. Only one library in London is so far using computerised ordering procedures, whereas of the nine authorities surveyed outside London six are already doing so.

One significant change is the adoption by three London authorities, Bexley, Bromley and Redbridge (together with Kent outside London), of a new generation of mini-based systems which take emphasis from hard copy catalogues and give each service point access to the computer's data base, on line. Thus reducing delays in data processing and catalogue production.

3.2 Table 6 - form of the catalogue

As might be expected most libraries using computer techniques have retained the traditional divisions of fiction/non-fiction, adult/children's and author/subject arrangements. Not all libraries have found it necessary to include title listings and the range of information included varies considerably. This is dependent on a number of factors. Using any agency service implies certain limitations of what can and cannot be included and with in-house production the resources available often constrain the range of catalogues which may be produced.

Of the 23 London authorities with computer catalogues only ten have such catalogues for reference material.

3.3 Table 7 - data handling

Of the authorities in London using computer techniques in cataloguing, over half the authorities (12) now rely solely on keyboard input for data, whilst the others use batch processing of clerical records, although some use circulation control terminals for record amendment. In 1979 there was a low response to this question and the trend seems to be for users to try wherever possible to avoid the more expensive methods of data handling such as clerical routines, if it is possible to do so.

Of the 23 London authorities using computer cataloguing systems 17 use COM to produce the output. This contrasts with 11 in 1979. From comments made in replies to other questions it would appear also that fiche is replacing film as the most popular output medium. Six libraries reported having subject indexes produced by computer in hard copy format and two in COM format, although as this question was not specifically asked the data may not be complete.

Concerning subject indexes, a range of solutions seems to have been attempted, from using an agency produced index to in-house production on a word processor. This is an area where no clear trend has developed as relating local needs with data available can be a more complex computing problem than other systems so far developed. With the increasing use of on-line access at service points the need for a comprehensive subject index reduces and it may be as more libraries acquire more sophisticated machines that the subject index problem will tend to disappear.

3.4 Table 8 - if catalogue computerised indicate use of the following

The most popular source for catalogue data and production in London remains in-house. Seventeen library authorities reported that the ongoing production of catalogues is done in-house (two are using LASER or BLCMP records for initial take on). The six using agency services are divided between BLCMP (4), LOCAS (1) and one other! Five authorities indicated that they use their computer systems to produce reports for LASER record amendment.

3.5 Table 9 - Frequency of catalogue

There is very little change over the pattern of production reported in 1979. The most popular cycles in London are a completely new catalogue once every month or two months. This contrasts with the larger non-London authorities where a longer cycle is more common, with intermediate supplements. Only two libraries in London use any form of updating supplement.

One library has a new subject index each month whilst another has a constant programme of updating on a word processor, but most rely on a new edition much less frequently; annually is most common (6) and after this six-monthly or quarterly (6).

3.6 Table 10 - cataloguing management information

Most London authorities using computer techniques in cataloguing indicated that they receive and use management information. The type of data seems to be mainly statistical, on levels of input and output to the system, and reports of errors and for validation. Only a few libraries reported using any management information for stock management, an area often suggested as being of great potential, and it may be that resources necessary to administer a computer system have limited the possibilities to develop these techniques. It may also be that data that is available is not used specifically to adjust stock provision policies, but that by merely having more up to date information staff are altering these policies intuitively.

4. CIRCULATION CONTROL (TABLES 11 - 17)

4.1 Table 11 - which of the following circulation routines are computerised

In 1979 13 London libraries reported computerised circulation systems. Since then a further five have begun operating such systems, although so far only four of the 18 have networks covering all lending service points. All but four include non-book material, mostly audio and/or pictures, in the system and all of the 18 authorities have linked their borrower register and overdue notification system to the circulation system.

(See also Tables 13 and 14)

4.2 Table 12 - type of equipment

There has been little change in systems operating in 1979, but with more recent installations an important development is the emergence of 'stand alone' systems which are fully self-contained, requiring no mainframe support. Five London libraries are now developing such systems (Richmond and Hounslow will be sharing a Plessey Module 4) and from comments received on future plans (Table 21) it would seem that more authorities will be adopting stand alone systems when resources become available.

Plessey still dominates the London scene, in a variety of forms, although there are now two authorities using GEAC. Two libraries previously reporting the use of ALS have changed to Plessey, although Bromley is at present enhancing its ALS hardwired system to operate on an ALS stand alone minicomputer.

4.3 Table 13 - Overdues

As noted above, all the London authorities with automated circulation and indeed all the non-London respondents have computerised at least a part of their overdue procedures and it is evident that substantial savings may be made in time and effort in doing so. All indicated that at least the first overdue is computer produced and a number of libraries use the

same method for second and subsequent reminders. The most common procedure for long overdue defaulters is for details to be provided from the computer for staff to take decisions on appropriate further action.

With the growth in the use of computerised cataloguing records 11 libraries in London are now able to print author and title details on their overdues. Seven authorities give no indication that an accession number is printed on the reminder, although not providing this number would seem to make tracing queries much more difficult. There has been an increase in the number of libraries where reminders are sent for reserved items before the normal overdue cycle has been reached.

On stand alone systems more current information on borrower and item status is available. The ALS, GEAC and Plessey systems all allow on-line interrogation at any service point of the borrower and item files, also, outside London, the Glasgow system (Plessey Module 5) can trap defaulting users automatically.

4.4 Table 14 - membership files

In nearly all cases access to borrower information is available both via name and number. Paper print out still predominates although the 'stand alone' libraries can avoid the use of paper or COM having on-line access to their data base and some other libraries have on-line access to mainframe files - five libraries in London now use one of these methods as their source of borrower information. Despite the creation of computer records for borrowers many libraries have considered it important to retain borrower registers of signed forms, all but Ealing at branch level. Nine libraries in London reported that they have abolished or are considering the abolishment of such files. With regard to user numbering systems, random sequential with some meaningful elements is now the accepted method in all libraries.

4.5 Table 15 - other routine output

There is considerable variation in the range and frequency of reports. Some libraries receive regular error, validation and statistical reports while others receive fewer less frequently or may obtain them on an

'on demand' basis only. The majority of such reports relate to the administration of the circulation and cataloguing systems, although several libraries now have automated stocktaking facilities and/or reports of books not issued or borrowers not using the service since a specified date.

4.6 Table 16 - conversion of library stocks

In 1979 it was reported that most libraries in London had used random numbers to facilitate re-numbering. On this occasion nearly half those using computer controlled circulation techniques reported using a significant number (ISBN or title) as a part of their system. It must be assumed that this does not indicate a radical change in approach but rather lack of clarity in the previous questionnaire, as the ability to link together individual copies to a single number is an important benefit in trapping reservations. Many libraries use a pseudo-random item number which indicates location and medium. Three London libraries reported the use of the LASER data base in their conversion programmes.

Five libraries indicated that no extra staff were used for conversion, three were able to employ WEEPS, YOPS or Community Industry trainees, while a further seven had some additional help. More than half those libraries with computerised systems failed to indicate any exclusions. It is, however, unlikely that many libraries have processed reference stock for a circulation system!

4.7 Table 17 - circulation control management information

There has been an increase in management information since 1979, although loan statistics remain the major form of output. Monitoring of performance, stock control and resource allocation have become more significant and at least one library now uses such data for the detailed planning of book fund allocation. Barnet is now making Public Lending Right returns via a mainframe computer and Derbyshire also has software on its stand alone minicomputer to do this when required.

5. STAFFING (TABLES 18 AND 19)

There is a clear trend for authorities to have developed better organisation in the control of both routine procedures and future developments. Since the 1979 report more logical and consistent staffing hierarchies of responsibility seem to have evolved or been implemented by changes in management structure. This increase in control is one of the most significant changes to have taken place since the last survey.

There are now more posts defined as technical, development or liaison than was previously the case. Overall responsibility for computer systems now lies generally at second or third level whilst day to day running is the responsibility of a less senior officer often within a bibliographical services section. Only two authorities, Bexley and Westminster, reported that this function lies outside the libraries department with staff of the data processing section.

Broadly, any actual reductions in staffing establishments seem to have been a product of computer developments rather than a justification for them. It is evident that staff savings are frequently used as an argument for adopting computer technology, but in London, at least, it does appear that the staff savings have been made only after it has been demonstrated that operating efficiency has been increased and that the remaining staff can be used more effectively.

6. POLICY AND DEVELOPMENT (TABLES 20 AND 21)

6.1 Table 20 - Current processing and support in relation to other Departments

This question was not specifically asked in the last survey. A number of authorities indicated that there were constraints imposed by the operation of the computer department, but on this occasion it is much clearer that the majority of libraries, both in London and elsewhere, are constrained in their developments by priorities set in the computer department or by some body setting priorities outside the library's direct control, e.g. corporate steering group. In London, only authorities which are still developing computer networks appear to have significant support from the computer department. Most reported that little or no support is offered from outside the libraries department for enhancements or even minor modifications.

There are only three authorities in London where the libraries seem to have a high priority in development - Bexley, City of London and Kensington and Chelsea.

6.2 Table 21 - development plans and objectives (short and long term)

Despite the constraints indicated by Table 21 many libraries seem to have a reasonably clear idea of how they expect their systems to develop. A number are considering the use of stand alone circulation/cataloguing systems and on-line catalogue control and access, presumably to remove some of the difficulties referred to in Table 21 and also to improve the effectiveness of cataloguing systems. It is interesting to reflect that when the last survey was conducted (1978/9) many of the libraries reported objectives of circulation control and COM catalogues whereas now, in the space of a little over three years the same libraries are planning to replace these or at the very least enhance them to remove the need for COM catalogues.

Five authorities in London reported that they are at present undertaking reviews with a view to replacing existing systems, manual or computer based, and a number of others are obviously working towards this. In

section 3.1 (Table 6) it was noted that only one London library has a computerised ordering system. This remains a low priority in London in terms of development plans; only three authorities indicated that it is a short term objective.

There are a number of other objectives reported, including the development of computer based information services, several libraries intend to use Prestel for this, the use of computers for booking of buildings and events and some use of Prestel to provide branch library access to catalogue.

7. CONCLUSIONS

It would be impossible to summarise everything which has occurred since the last edition of this report in 1979, although the preceding sections have attempted to identify significant changes and trends. Bearing in mind the present financial restrictions on local authorities it is not surprising to find few major developments occurring. Most of the library authorities operating computer systems in 1979 have maintained a status quo with, perhaps, minor changes in procedures.

There are now more computer based catalogues, but many of these were probably planned well before 1979 - in the good old days! The only significant development worthy of repetition is the increasing use of stand alone systems among libraries entering the field for the first time. Only Bromley and Camden (whose decision was taken too recently for inclusion in the body of the report) are changing from an existing computer system to stand alone. Other libraries have indicated their intention to do so in the future, but with no timescale.

Clearly, computer techniques are well established in London's public libraries and beyond. There does now seem to be more agreement on basic principles than there was in 1979, as a body of operating experience builds up. Numbering systems begin to look more and more alike, fiche is taking over as the main medium for catalogues, at least until such time as on-line access is available at all service points, and most libraries now think it necessary to give some meaningful details on overdue notifications. No two systems are the same and probably never will be, but in comparing the two sets of survey results it is evident that similar patterns of development are now more common. The pioneering days of individual developments seem to be over and in the majority of London's libraries computer techniques have become an accepted part of the daily operation of the library service.

Key areas for close attention for the future must be stand alone systems, of course, but also dial-up, teletext and other on-line data bases. So far developments have not been rapid and many libraries appear to be adopting a 'wait and see' policy. There may be, however, significant changes in the next couple of years. The use of microcomputers which

are both cheap and powerful may also begin to grow as a flexible means of handling data both for service planning and information retrieval.

Finally, the members of the Technical Panel would like to thank all those who took time to complete the questionnaire in so much detail. It has not been possible to include every item of data in the tables or comment on every development in the analysis, but all replies were of great use - they will be kept ready for the next edition!

QUESTION 2 Computer facilities - please specify make and model

TABLE 1

	COUNCIL MAINFRAME	CONSORTIUM MAINFRAME	HIRED MAINFRAME	OWN MINICOMP.	HIRED MINICOMP.	OTHER NON-CIRCULATION HARDWARE
BARNET	ICL 2960					ICL 7502/7561 VIDEO TERMINAL
BEXLEY	IBM 4341 Group 1			GEAC 8000		6 x VDUs - Cataloguing Department 25 x VDUs - Service points
BRENT		IBM 3031 with Ealing				Plessey label printer
BROMLEY				SEL 32/32A		ALS VS56 (System V components)
CAMDEN	ICL 2966					
CITY OF LONDON				Data Gen. Eclipse S/140		Cifer VDUs with keyboards, light pens and some with floppy disks. Logabox printer
CROYDON	Honeywell Level 66			Interdata 16 Bit		
EALING		IBM 3031 with Brent		Interdata		Olivetti DE 20 with additional storage and line transmission equipment
ENFIELD						
GREENWICH	ICL 2960					VDUs (fiche) Agfa-Gevaert Copex LF101, 301, 505; Microcot 90
HAMMERSMITH	ICL 2900					
HARINGEY		IBM 360/158 IBM 4341		Plessey SPC 1B		VDU - RAY THEON PTS 100
HARROW	IBM 4341					2 VDUs - ITT 3280
HAVERING	Honeywell Level 66			Interdata 74		2 x ASR 33 teletypes 2 x 1 megabyte disk drives
HILLINGDON						Olivetti DE 525 with Olivetti UN 612/9 tape drive
HOUNSLOW		IBM 4341 IBM 4341			REDIFON	60 ITT terminals, PETS (several) AES wordprocessor
ISLINGTON						
KENSINGTON	IBM 4341 Group 1					VDU - IBM 3278
KINGSTON		IBM 4341 with Sutton				
LEWISHAM	IBM 4341					IBM - 3344, 3370 disks, 3420 tape drives
MERTON	ICL 1902T				Plessey SPC 1B	
NEWHAM	ICL 2960					
REDBRIDGE			ICL 2958		GEAC 8000	Hardware for standard GEAC system
RICHMOND		see Hounslow				BLCMP BOSS hardware
SOUTHWARK		IBM 4341 (BLCMP)				3 x VDUs - Cifer 2632, lineprinter
SUTTON	IBM 4341			Interdata 74		8 x VDUs - ITT 110127 (hired)
TOWER HAMLETS						
WALTHAM FOREST	ICL 2956			Plessey		
WANDSWORTH			ICL 2972			VDU - Percom 7809
WESTMINSTER	Univac 1106					
BIRMINGHAM	IBM 3031 2 x ICL				Plessey SPC 1B	5 x Cifer terminals + data logic controller (BLCMP BOSS) 1 x Mellordata terminal
DERBYSHIRE	IBM 3031			Prime 550		4 x VDUs - ITT (to IBM), 1 x Decwriter, 5 x VDUs to Prime
DORSET	ICL 2900					4 x VDUs - ICL 7800 RE1 Wands, Microware microprocessor
EAST SUSSEX	ICL 2972					ICL 1501 intelligent terminal
ESSEX	H'well DPS Twin 8/52					Honeywell VIP 7801 Incoterm 20/20 CPU + 4 x VDUs
GLASGOW	Honeywell Level 66			Plessey Module 5		
KENT	ICL 2960 ICL 2976			2 x Perkin Elmer 3220		Teletype terminals BBC microcomputer
LANCASHIRE	ICL 2976					2 x VDUs - ICL
WILTSHIRE	IBM 3031					VDU - ITT 328 2 x CMC Sovereign data input terminals

QUESTION 3 Limitations of computer facilities

TABLE 2

	STORAGE LIMITATIONS	COMPUTER TIME LIMITATIONS	PRIORITY LIMITATIONS	OTHER LIMITATIONS
BARNET	None	Availability adequate	Low priority	
BEXLEY	4 x 160 mbyte disks expansion possible			
BRENT	Circulation and cataloguing data only	Low priority for routine processing	Delays in program amnt.	
BROMLEY				
CAMDEN			Low, especially for programming	
CITY OF LONDON				Software under development
CROYDON	3 x 10 mbyte disks Mainframe - none	3 - 4 mainframe hours p.w.	Medium priority	
EALING			Low for further developments	Shortage of staff
ENFIELD				
GREENWICH	None	Regular schedule - bi-monthly	Low	
HAMMERSMITH			Low	
HARINGEY		Batch processing - weekly VDU access 08.00 - 18.00	Low - delay, 1 year	
HARROW	None	Readily available	Relates to mag. tape availability - few probs	
HAVERING	Mini stock file 600,000 Trap file 4,000	M/F daily validation Weekly updates		Mini utilities can only be run off-line
HILLINGDON				
HOUNSLOW	12 x 3 mbyte disks	M/F processing 0700 - 1000 subject to priorities		
ISLINGTON				
KENSINGTON	6,000 issues p. day, 500,000 cop.,100,000 memb		Cost-benefit, large savings=high priority	
KINGSTON				
LEWISHAM				High turnover of computer staff
MERTON		Delays on processing from time to time	Low priority	
NEWHAM				
REDBRIDGE			Mainframe use - low	
RICHMOND				
SOUTHWARK	4,000 mbytes disk store	System on-line 09.00 - 18.00		
SUTTON		On-line access to M/F six days per week	Low	
TOWER HAMLETS				
WALTHAM FOREST		Batch processing twice weekly - some delays	Medium priority	
WANDSWORTH	2,336 characters per entry, field length 120 ch		Priority allocated on cost/benefit basis	Libraries suite contains 36 programs
WESTMINSTER	None	Agreed schedule	Agreed priorities	No developments or enhancements on M/F at pres.
BIRMINGHAM		Up time on BOSS limited Circ. control off-line	Low	
DERBYSHIRE			Low	Lack of programmer time is main constraint
DORSET	Agreed field size limitations	On-line facilities 08.30 -17.30		
EAST SUSSEX				Development priorities determined by working party
ESSEX	157.6 mbytes	On-line access 08.30 - 17.30 (not Friday p.m.)	Other tasks may take priority	Library heaviest user
GLASGOW	Mod. 1, 1 x 10 mbytes Mod. 4, 2 x 300 mbytes			
KENT				
LANCASHIRE				Cataloguing system currently suspended
WILTSHIRE	No set limit	Agreed time schedule for library work		

QUESTION 4 Bureaux services

TABLE 1

	CATALOGUING SERVICES	VOLUME OF WORK	OTHER SERVICES	MAGNETIC TAPE	OTHER
BARNET	COM processing and fiche production				
BEXLEY				LASER tapes for initial take-on	
BRENT	COM processing and fiche production				
BROMLEY	Catalogue records (monthly)	Varies		LASER SRS	
CAMDEN	COM processing BLCMP sub-contractor				
CITY OF LONDON	COM processing and fiche production				
CROYDON	COM processing and fiche production	1 - 2 tapes per week			
EALING	Catalogue production Annual + supplements	308,000 x 216 byte records			
ENFIELD					
GREENWICH	COM processing and fiche production				
HAMMERSMITH					
HARINGEY	COM processing and fiche production BL/LOCAS	100,00 items per annum		Monthly input/ update tape file	
HARROW	COM processing and fiche production				
HAVERING					
HILLINGDON	COM processing and fiche production (RHM)	2,000 entries per magnetic tape			
HOUNSLOW	COM processing and film production			Data sent on magnetic tape	
ISLINGTON					
KENSINGTON	COM processing and fiche production	6,000 pages p.m. 270 fiche p.m.			
KINGSTON			Kingtel viewdata system		
LEWISHAM					
MERTON	COM processing and fiche production				Data prep. when work load heavy
NEWHAM					
REDBRIDGE					
RICHMOND	COM processing and fiche production BLCMP				
SOUTHWARK	COM processing and fiche production BLCMP				
SUTTON	COM processing and fiche production	41,600 master frames			
TOWER HAMLETS					
WALTHAM FOREST	COM processing and fiche production				
WANDSWORTH	COM processing and fiche production	700 p.w. stock 800 p.w. borrower	Punching of clerical records		LASER printing of subject index
WESTMINSTER	COM processing and fiche production	20,000 pages p.m.			
BIRMINGHAM	COM processing and fiche production BLCMP	40,000 titles p.a.			
DERBYSHIRE					
DORSET	COM processing and fiche production	38,000 frames			
EAST SUSSEX	COM processing and fiche production				Bureau operated ISM 370 for LOCAS
ESSEX	Catalogue data provided by LASER				
GLASGOW					
KENT	COM processing and fiche production (irreg)				
LANCASHIRE					
WILTSHIRE	COM processing and fiche production				

QUESTION 5 Which of the following do you use for information retrieval and research

TABLE 4

	PRESTEL SETS	TELETEXT	DIAL-UP DATA BASES	WORDPROCESSORS	MICROCOMPUTERS	OTHER
BARNET						
BEXLEY	2 INF.PROV.		IRS - DIALTECH QUESTEL	Use of Council wordprocessors	BBC Micro (Pet)	Viewdata interface + printer
BRENT	1				Tandy TRS 80	M/F for SASPEC and Property data base
BROMLEY	1	1	1			
CAMDEN	3	3	3			
CITY OF LONDON			DATASTAR on trial			
CROYDON	1 + BRAILLE			For subject index, local info. lists	Pet 96k for loan stats and man. info.	
EALING						
ENFIELD						
GREENWICH	1					
HAMMERSMITH						
HARINGEY	1	1			ZX 81	Co-op scheme with OU dial-up link to mini
HARROW						
HAVERING						
HILLINGDON	1 + Research	1		For production of community info.	Metrotel Dynabyte to store local info.	Micro also used to access Prestel, etc.
HOUNSLOW	2		IRS - DIALTECH via Prestel			
ISLINGTON						
KENSINGTON	1					
KINGSTON	All libraries		IRS - DIALTECH via Prestel			KINGTEL viewdata system
LEWISHAM	1	1				
MERTON	1					
NEWHAM	1					
REDBRIDGE						
RICHMOND	1					
SOUTHWARK						
SUTTON	1	1				
TOWER HAMLETS	1					
WALTHAM FOREST	1					
WANDSWORTH	2	1	LASER, BLAISE, ACCOMPLINE			
WESTMINSTER	1	1				
BIRMINGHAM	1		DIALOG, BLAISE, ORBIT COMPENDES, IRS DIALTECH			
DERBYSHIRE	1		DIALOG used by Local Govt. Info. Service	Shared with other depts. for reports	Staff training	
DORSET						
EAST SUSSEX	1					
ESSEX	1		BLAISE, DIALOG			
GLASGOW	1		Wide range used for subject enquiries			
KENT	1		BLAISE, L of C, DIALOG QUESTEL, etc.		BBC model B	
LANCASHIRE			Yes		Used for research	
WILTSHIRE						

QUESTION 6 Which of the following cataloguing routines are computerised?

TABLE 5

	ORDERING	CATALOGUES BOOKS	CATALOGUES REC/CASS.	CATALOGUES OTH*S	STOCK FILES	ARE ANY OF THESE INTEGRATED?
BARNET		YES			YES	
BEXLEY		YES	YES	ALL MATERIAL TO BE INCL.	YES	CATALOGUE INCORPORATES STOCK FILE
BRENT		YES				
BROMLEY	YES	YES	YES	SERIALS		ALL INTEGRATED VIA ON LINE CIRCULATION SYSTEM
CAMDEN		YES	YES	MUSIC MEDIA SERIALS		
CITY OF LONDON		YES			YES	BOOK CATALOGUE AND STOCK FILE ONLY AT PRESENT
CROYDON		YES	YES		YES	ALL CATALOGUES BASED ON ONE RECORD FORMAT CONTROLLED BY MAINFRAME STOCK FILE
EALING		YES	YES		YES	BOOKS AND STOCK FILE LINKED BY LOCAL TITLE NO.
ENFIELD						
GREENWICH		YES				
HAMMERSMITH				SERIALS		
HARINGEY		YES				
HARROW		YES	YES	SERIALS		
HAVERING					YES	
HILLINGDON		YES		MUSIC SCORES		
HOUNSLOW		YES (NF/JUV)				
ISLINGTON						
KENSINGTON		YES				CATALOGUES AND STOCK FILES INTEGRATED
KINGSTON						
LEWISHAM			YES	PICTURES SERIALS	YES	
MERTON		YES			YES	
NEWHAM						
REDBRIDGE		YES	YES		YES	STOCK FILES INCORPORATED IN CATALOGUES
RICHMOND		YES			YES	BLCMP STOCK FILE HELD TO PRODUCE CATALOGUES
SOUTHWARK	DUE 1985	YES	YES	SUBJECT INDEX		COMMON DATA BASE FOR STOCK FILE AND CATALOGUES
SUTTON		YES				
TOWER HAMLETS						
WALTHAM FOREST		YES	YES	SERIALS/ SUBJ. INDEX		
WANDSWORTH		YES	YES		YES	CATALOGUE AND STOCK FILES LINKED VIA ISBN
WESTMINSTER		YES				
BIRMINGHAM		YES	YES	SERIALS		DUE TO JOIN BLCMP ORDER/ACQ. SYSTEM IN 1985
DERBYSHIRE	YES	YES			YES	CATALOGUES AND STOCK FILES LINKED BY NUMBERING
DORSET	YES	YES	YES	MUSIC SCORES	YES	ORDER INFO. - STOCK FILE - CATALOGUES
EAST SUSSEX		YES	YES		YES	
ESSEX	YES	YES		SERIALS		ORDERING AND ACQUISITION LINKED FOR CATALOGUES
GLASGOW		YES	YES			
KENT	YES	YES	YES		YES	ALL LINKED VIA ON LINE CIRCULATION SYSTEM WHICH ALSO REPLACES NEED FOR CATALOGUES
LANCASHIRE	YES					
WILTSHIRE	YES	YES	YES	MULTI-MEDIA CAT.		ALL INTEGRATED

QUESTION 7 Form of catalogue TABLE 6

BARNET	Adult N/F - Author/class/ISBN/subject, Adult fic. - Author/ISBN Junior N/F - Author/ISBN, Junior fic. - Author/ISBN
BEXLEY	Fully on-line integrated catalogue, accessible under author, title, class, added entries, ISBN, etc. Adult, junior and audio at first, but all material including museum objects to be added in future
BRENT	Adult lending and reference - Author/classified sequences Adult and junior subject indexes
BROMLEY	Present recall of SBC by title and A/T. To come - author catalogue, classified catalogue and subject cat. Access via VDU 'on-line'
CAMDEN	Adult, Junior, Reference, Music - author/title and classified Adult audio, junior audio - A/Z sequences
CITY OF LONDON	Adult, Arts, Music - author/title and classified
CROYDON	Adult fiction, adult non-fiction, junior fiction, junior non-fiction - author/title sequences Adult non-fiction, junior non-fiction - classified sequences. Audio - composer/title and classified seq.
EALING	Adult ref./lending, junior ref./lending, adult fiction, junior fiction - author sequences Adult ref./lending, junior ref./lending - classified sequences. Adult and junior subj. indexes - A/Z
ENFIELD	
GREENWICH	Up to 1982 Adult non-fiction, lending and reference - author/classified and subject index From Autumn 1982 fiction and junior stock to be added
HAMMERSMITH	A/Z titles list, subject index, classified list by broad Dewey (serials only)
HARINGEY	BL LOCAS service provides one file for all material. Used to produce author, classified and ISBN/control number catalogues on microfiche
HARROW	Adult non-fiction (lending and reference) - author and classified sequences
HAVERING	
HILLINGDON	All stock - author/title, classified, ISBN - author/title, Precis subject index sequences
HOUNSLOW	Adult non-fiction (lending and reference) - author/title and classified sequences (Microfilm) Junior non-fiction - author/title, classified sequences (print out). Subject index for ANF, JNF (print out)
ISLINGTON	
KENSINGTON	Adult stock - author and classified sequences. (Minimal information, finding list only)
KINGSTON	
LEWISHAM	Adult, junior, reference, serial - author and ISBN sequences
MERTON	Adult stock - author, title, classified sequences (fiche) Junior stock - author, title, classified sequences (fiche)
NEWHAM	
REDBRIDGE	Adult lending, reference, junior - author, title, classified sequences
RICHMOND	Adult lending, reference, junior - author/title and classified sequences
SOUTHWARK	Adult fiction, adult non-fiction, junior fiction, junior non-fiction - author sequence (+subject index) Adult non-fiction, junior non-fiction - classified sequence. Audio - classical, popular, spoken word seq.
SUTTON	Adult fiction, adult non-fiction - author/title sequence (microfiche) Adult non-fiction - classified sequence (microfiche) Subject index. Accession listing
TOWER HAMLETS	
WALTHAM FOREST	Adult, junior, reference, serials, audio - author and classified sequences (all materials integrated) Adult, junior, ethnic, audio- classified sequences in separate catalogues
WANDSWORTH	Adult non-fiction, adult fiction, junior non-fiction, junior fiction - author sequences (AF - title seq.) Adult non-fiction, junior non-fiction - classified sequences (+subject index) Audio and A/V - A/Z seq.
WESTMINSTER	Adult stock - author and classified sequences Junior stock - author and classified sequences Separate music books catalogue
BIRMINGHAM	Adult fiction, adult non-fiction, junior fiction, junior non-fiction - author seq. ANF,JNF - class. seq. Reference stock - name, classified, serials, special collections (local studies, Shakespeare library)
DERBYSHIRE	Adult stock - author and classified sequences. Junior stock - author and classified sequences (all fiche)
DORSET	Adult, junior, reference - author and classified sequences
EAST SUSSEX	Adult non-fiction - full catalogue - A/T and class. sequences. AF,JNF and JF - short title cats. - author, title and class sequences
ESSEX	Adult, junior - classified sequences. Adult and junior author title catalogue - one sequence
GLASGOW	Author/title and classified sequences
KENT	Catalogues replaced by direct access to data base with on-line circulation system
LANCASHIRE	
WILTSHIRE	Multi-media catalogue - author and classified sequences (bi-monthly) Weekly up-dates - author sequence

QUESTION 8 Data handling

TABLE 7

	FORM OF INPUT	FORMAT OF OUTPUT PRINT/CARBON	XTRA PRINT FILM	OF A/C	COM	ON LINE
BARNET	VIA VDU				YES	
BEXLEY	ON LINE VIA VDU. INITIAL TAKE ON VIA LASER TAPES					YES
BRENT	BATCH PROCESSING	SUBJECT INDEX	SUBJECT INDEX		YES	
BROMLEY	VIA KEYBOARD					YES
CAMDEN	BATCH PROCESSING				YES	
CITY OF LONDON	VIA KEYBOARD AND LIGHT PENS	WEEKLY ADDITIONS			YES	
CROYDON	INPUT FORMS (FIRST COPIES) LIGHT PENS (ADDED COP.)				YES	
EALING	VIA KEYBOARD	YES	YES			
ENFIELD						
GREENWICH	BATCH PROCESSING		SUBJECT INDEX		YES	
HAMMERSMITH	INPUT FORMS	YES	YES			
HARINGEY	INPUT FORMS				YES	
HARROW	VIA VDU	SUBJ INDEX SERIALS			YES	
HAVERING						
HILLINGDON	VIA KEYBOARD				YES	
HOUNSLOW	INPUT FORMS	YES	YES		YES	
ISLINGTON						
KENSINGTON	INPUT FORMS	YES			YES	
KINGSTON						
LEWISHAM	REDIFON KEY-TO-DISK TERMINALS	YES				
MERTON	INPUT FORMS				YES	
NEWHAM						
REDBRIDGE	VIA KEYBOARD	SUBJECT INDEX				YES
RICHMOND	INPUT FORMS AND VIA VDU		SUBJECT INDEX		YES	
SOUTHWARK	VIA VDU AND INPUT FORMS				YES	
SUTTON	VIA VDU				YES	
TOWER HAMLETS						
WALTHAM FOREST						
WANDSWORTH	INPUT FORMS (ON LINE INPUT DUE IN 1983)				YES	
WESTMINSTER	PUNCHED PAPER TAPE		SUBJECT INDEX		YES	
BIRMINGHAM	INPUT FORMS (BLCMP). ON LINE (BOSS)				YES	
DERBYSHIRE	VIA KEYBOARD				YES	
DORSET	VIA VDU (BATCHED ON CASSETTE)	CATALOGUE SUPPLS.	SUBJECT INDEX		YES	
EAST SUSSEX	VIA KEYBOARD (LOCAS). INPUT FORMS (LOCAL DATA)				YES	
ESSEX	VIA VDU AND INPUT FORMS				YES	
GLASGOW	BATCH INPUT (LOCAS)				YES	
KENT	ON LINE VIA VDU					YES
LANCASHIRE						
WILTSHIRE	VIA KEYBOARD AND CIRCULATION SYSTEM	ON DEMAND LISTINGS			YES	

QUESTION 9 If catalogues computerised indicate use of the following:

TABLE 8

	CURRENT	MARC RETRO.	HANDLING	FILE DROP	SLAISE	EXCHANGE	IN-HOUSE	OTHER
BARNET							YES	
BEXLEY		TAKE ON ONLY		12 - 18 MONTHS		LASER TAPES FOR TAKE ON	AFTER TAKE ON, ALL ON-LINE	
BRENT							YES	
BROMLEY						FIC.& JUV. LASER		NF - SRS FOR TAPES OF BROMLEY HOLDINGS
CAMDEN	YES	YES						BLCMP
CITY OF LONDON	YES	YES						BLCMP
CROYDON							YES	
EALING							YES	
ENFIELD								
GREENWICH							YES	
HAMMERSMITH							YES	
HARINGEY	YES	YES	LOCAL AMND? POSSIBLE	YES	LOCAS			
HARROW							YES	
HAVERING								
HILLINGDON						LASER + LOCAL ADDITIONS		
HOUNSLOW	YES	YES					YES	BLCMP FOR TAKE ON OF NEW SYSTEM
ISLINGTON								
KENSINGTON	YES	YES					YES	
KINGSTON								
LEWISHAM	YES	YES	EDITED LOCALLY				PRE-1970 STOCK AS MARC FORMAT	
MERTON							YES	
NEWHAM								
REDBRIDGE		VIA LASER		AFTER TAKE-ON (1985?)		TAPES OF ADDS. & DELS TO LASER	YES	
RICHMOND	YES	YES						BLCMP
SOUTHWARK	YES	YES						BLCMP
SUTTON							YES	
TOWER HAMLETS								
WALTHAM FOREST							YES.	
WANDSWORTH						ADDS. & DELS. TO LASER	YES (MARC FORMAT)	
WESTMINSTER							YES	
BIRMINGHAM	YES	YES						BLCMP
DERBYSHIRE							YES	
DORSET							YES	
EAST SUSSEX	YES	YES			YES		YES	
ESSEX	YES	YES	MINOR EDITING	SIX MONTHS		LASER SRS	YES	
GLASGOW								SCOLCAP
KENT								
LANCASHIRE								
WILTSHIRE		TAKE-ON ONLY					YES	

QUESTION 10 Frequency of catalogue

TABLE 9

	COMPLETE CATALOGUE	SUPPLEMENTS	SUBJECT INDEX	OTHER
BARNET	AUTHOR - 2 MONTHLY CLASS/TITLE - 6 MONTHLY		SIX MONTHS	
BEXLEY	ON-LINE SYSTEM PROVIDES IMMEDIATE UP-DATE		SIX MONTHS	
BRENT	MONTHLY		SIX MONTHS	½LY HARD COPY FOR CATALOGUER
BROMLEY	ON-LINE SYSTEM PROVIDES IMMEDIATE UP-DATE			
CAMDEN	MONTHLY		NEW VERSION IN PROGRESS FREQUENCY UNKNOWN	
CITY OF LONDON	MONTHLY			
CROYDON	ONCE EVERY TEN WEEKS		CONSTANT UP-DATE ON WORD PROCESSOR	
EALING	ANNUALLY	3 PER YEAR (CUMULATING)	ANNUALLY	
ENFIELD				
GREENWICH	BI-MONTHLY		IRREGULAR/INFREQUENT	
HAMMERSMITH	ANNUALLY			
HARINGEY	MONTHLY			
HARROW	MONTHLY		MONTHLY	
HAVERING				
HILLINGDON	BI-MONTHLY			
HOUNSLOW	BI-MONTHLY		ANNUALLY	
ISLINGTON				
KENSINGTON	WEEKLY		FOUR MONTHS	
KINGSTON				
LEWISHAM				KWIC LISTING OF SERIALS SELECTIVE CATS. ON DEMAND
MERTON	AUTHOR - MONTHLY TITLE & CLASS. AS REQUIRED			
NEWHAM				
REDBRIDGE	ON-LINE SYSTEM PROVIDES IMMEDIATE UP-DATE		ANNUALLY	
RICHMOND	MONTHLY		ANNUALLY	
SOUTHWARK	MONTHLY		QUARTERLY	
SUTTON	BI-MONTHLY		SIX MONTHS	
TOWER HAMLETS				
WALTHAM FOREST	MONTHLY		QUARTERLY	
WANDSWORTH	ANNUALLY	MONTHLY WITH QUARTERLY CUMULATIONS	ANNUALLY	RECORD AND CASSETTE CAT. USUALLY QUARTERLY
WESTMINSTER	MONTHLY		ANNUALLY	JUNIOR - QUARTERLY MUSIC - QUARTERLY
BIRMINGHAM	MONTHLY			BLCMP UNION CAT. - MONTHLY
DERBYSHIRE	QUARTERLY	MONTHLY	OCCASIONAL - ON WORD PROCESSOR	
DORSET	AUTHOR - BI-MONTHLY CLASS. - FOUR MONTHLY	WEEKLY CUMULATING AUTHOR CATALOGUE	FICHE - FOUR MONTHLY PRINTED - IRREGULAR	
EAST SUSSEX	VARIABLE		SIX MONTHS	
ESSEX	QUARTERLY	MONTHLY (CUMULATING)		
GLASGOW	BI-ANNUALLY	MONTHLY		
KENT	ON-LINE SYSTEM PROVIDES IMMEDIATE UP-DATE			
LANCASHIRE				
WILTSHIRE	BI-MONTHLY	WEEKLY	BI-MONTHLY	ON DEMAND

QUESTION 11 Cataloguing management information

TABLE 10

	TYPE OF OUTPUT	USE
BARNET		
BEXLEY	TO BE DECIDED	TO BE DECIDED
BRENT	STATISTICAL SUMMARY WITH PROCESSING REPORTS	LIMITED DUE TO PROGRAM INFLEXIBILITY
BROMLEY	LIST STATISTICS	MANAGEMENT OF STOCK/RESOURCES
CAMDEN	NEW TITLE STATS./NEW TITLE ISBNS./ LAST COPY WITHDRAWN	CONTROL OF CAT. COSTS/LASER NOTIFICATION/STOCK MTNCE.
CITY OF LONDON	PRINT OF ERROR MESSAGES	ERROR CHECKING AND CORRECTION
CROYDON	CONTROL PRINT LISTINGS FROM MAINFRAME	CHECK ON COPIES ADDED TO STOCK/LASER NOTIFICATION
EALING	BRANCH ADDITIONS AND DELETIONS TOTALLING FOR YEAR	INTERNAL AND EXTERNAL STATISTICAL RETURNS
ENFIELD		
GREENWICH	STATS: ADDS & DELS/DEPLOYMENT/ COSTS/TOTAL STOCKS +(PENULT & LAST COPIES)	INTERNAL AND EXTERNAL RETURNS/SOME STOCK EDITING
HAMMERSMITH		
HARINGEY		
HARROW	PRINT LISTINGS	STOCK CHECKING/ERROR CORRECTION
HAVERING		
HILLINGDON		
HOUNSLOW		
ISLINGTON		
KENSINGTON	VALIDATION REPORT/SIZE OF FILES	STATISTICAL
KINGSTON		
LEWISHAM		
MERTON	ERROR REPORTS/STOCK CHANGES	
NEWHAM		
REDBRIDGE	TO BE DECIDED	TO BE DECIDED
RICHMOND	PRINT LISTINGS	DIAGNOSTIC/STATISTICAL
SOUTHWARK	ENTRY PROOFS/ERROR MESSAGES/LAST COPY REMAINING	CONTROL OF CATALOGUE INPUT/STOCK CONTROL
SUTTON	PRINTS: DAILY LIST OF FILE SIZES/OUTSTANDING ORDERS (WEEKLY)	FILE ORGANISATION MONITORING/ORDER CHASING
TOWER HAMLETS		
WALTHAM FOREST	ANNUAL STATISTICAL REPORTS	INTERNAL REPORTS/QUESTIONNAIRES/INTERNAL RESEARCH
WANDSWORTH	NON-ISSUED ITEMS/% STOCK ISSUED/TOTAL INPUTS/LOW STOCK	STOCK MANAGEMENT/STOCKTAKING
WESTMINSTER	ANNUAL STOCK STATS./LASER COLLECTION HOLDINGS	ANNUAL REPORTS/LASER RETURNS
BIRMINGHAM	FINANCIAL INFORMATION/INTERNAL MANUAL WORK RECORDS	STATISTICAL RETURNS
DERBYSHIRE	STATS: ORDERS PLACED/OUTSTANDING,CASH SPENT/COMMITTED	MONITORING OF CASH FLOW AND SUPPLIER PERFORMANCE
DORSET	OUTSTANDING ORDERS/INDIVIDUAL BRANCH STOCK LISTS	ORDER CHASING/STOCK REVISION
EAST SUSSEX	STATS: DATA INPUT/TYPES OF AMENDMENTS/FILE SIZES	BUDGETTING
ESSEX	PRINT LISTINGS	MANAGEMENT OF BOOKFUND/REQUEST SERVICE/STOCK CONTRL
GLASGOW		
KENT		
LANCASHIRE		
WILTSHIRE	STATS:ADDITIONS/AMENDMENTS/DELETIONS	MONITORING OF WORKFLOW

QUESTION 12 Which of the following circulation routines are computerised

TABLE 11

	BOOK ISSUES	RECORD/CASS. ISSUES	OTHER	OVERDUE SYSTEM	BORROWER REGISTER	INTEGRATION AND LINKAGE
BARNET	YES	YES		YES	YES	Circulation and borrower register
BEXLEY	YES	YES		YES	YES	All integrated. Issue of items linked to borrower register and overdues
BRENT	YES	YES		YES	YES	Limited use of overdue system
BROMLEY	YES	YES		YES	YES	
CAMDEN	YES	YES	MUSIC SCORES MEDIA	YES	YES	All integrated
CITY OF LONDON	YES	YES	INTERLOANS	YES	YES	All integrated. All on Circo.
CROYDON	YES	YES		YES	YES	Issues and overdues controlled by minicomputer
EALING	YES	YES		YES	YES	All files linked on mainframe to relate loans to catalogue and users
ENFIELD						
GREENWICH						
HAMMERSMITH						
HARINGEY	YES		MUSIC IN AUDIO LIBRARY	YES	YES	Loans, overdues and borrower register linked on mainframe
HARROW						
HAVERING	YES	YES	PICTURES	YES	YES	All linked by mainframe suite
HILLINGDON						
HOUNSLOW						
ISLINGTON						
KENSINGTON	YES			YES	ADULT ONLY	Issues, overdues and borrower register linked
KINGSTON						
LEWISHAM	YES	YES	PICTURES WORKS OF ART	YES	YES	All integrated
MERTON	YES			YES	YES	
NEWHAM						
REDBRIDGE	YES	YES		YES	YES	All integrated
RICHMOND	YES	YES		YES	YES	All integrated
SOUTHWARK						
SUTTON	YES	YES	ALL ITEMS	YES	YES	Transactions up-date M/F daily by tape. Cat. and Borr. files linked
TOWER HAMLETS						
WALTHAM FOREST	YES	YES		YES	YES	All integrated
WANDSWORTH	YES			YES	YES	Issue and overdue files linked to borrower file on mainframe
WESTMINSTER						
BIRMINGHAM	YES	YES		YES	YES	All linked through files on M/F
DERBYSHIRE	YES			YES	YES	Parts of integrated data base on minicomputer
DORSET	YES			YES	YES	Issue links book and reader nos. No computer link to borrower register
EAST SUSSEX	YES			YES	YES	All integrated through program suite
ESSEX	YES	YES	PERIODICALS	YES	YES	All integrated
GLASGOW	YES	YES	A/V MATERIALS	YES	YES	All integrated through Module 4 data base
KENT	YES	YES	ALL ITEMS	YES	YES	All integrated through Module 4 data base
LANCASHIRE	YES	YES	MUSIC SCORES	YES	YES	No book number links Borrower numbers linked to register
WILTSHIRE	YES	YES	ALL ITEMS	YES	YES	All integrated

QUESTION 13 Type of equipment

TABLE 12

BARNET	Plessey hard wired
BEXLEY	GEAC 8000 Library system
BRENT	Plessey hard wired
BROMLEY	ALS system 5
CAMDEN	Plessey hard wired with cassette and ½" DCU. 1 x Plessey satellite
CITY OF LONDON	BLCMP Circo system
CROYDON	Plessey SPC 2B system. Portable DCUs
EALING	Plessey SPC 1B system
ENFIELD	
GREENWICH	
HAMMERSMITH	
HARINGEY	Plessey SPC 1B system
HARROW	
HAVERING	Plessey SPC 2B system
HILLINGDON	
HOUNSLOW	Plessey Module 4 system
ISLINGTON	
KENSINGTON	Plessey satellite system with ½" DCU. Portable DCUs
KINGSTON	
LEWISHAM	Plessey hard wired system with ½" DCU. Portable DCUs
MERTON	Plessey SPC 1B system
NEWHAM	
REDBRIDGE	GEAC 8000 Library system
RICHMOND	Plessey Module 4 system
SOUTHWARK	
SUTTON	Plessey SPC 1B system
TOWER HAMLETS	
WALTHAM FOREST	Plessey SPC 1B system
WANDSWORTH	Plessey hard wired system based on three networks. Portable DCUs
WESTMINSTER	
BIRMINGHAM	Plessey SPC 1B system
DERBYSHIRE	ALS system 5 (ALS system 4 as backup). In-house developed terminal based on SHARP MZ 80B micro
DORSET	OCR - RE1 wands. Microware microprocessors
EAST SUSSEX	Plessey hard wired with ½" DCUs
ESSEX	S.B. Electronics. Telepen Mk. 3. Techtran disk units
GLASGOW	Plessey Module 5 (i.e. Module 4 with Module 1 acting as buffer)
KENT	Plessey Module 4
LANCASHIRE	ALS system 4
WILTSHIRE	Plessey hard wired system

QUESTION 14 Overdues

TABLE 13

	FORMAT	CONTENTS	FREQUENCY	SHELF CHECK LISTS	OTHER
BARNET	Continuous stationery	Author,title,class,date of iss., no.,name, addr.		Items not ret.from o/d	Items 16 months o/due Items over 3 years o/due
BEXLEY	Produced via GEAC mini-printer on o/d stationery	To be decided	To be decided	To be decided	Interrogation via VDU subject to security code
BRENT	Continuous stationery	Author,title,class,date due,name,address	Weekly (on demand)	6 month discard list	
BROMLEY	Post card produced by computer	Short author/title up to 4 items (extra noted)	Daily	Daily (not used)	
CAMDEN	Post card produced by computer	Charging, borr. nos., name/add. issuing branch	Weekly (last run 9/81)		List by borr. memo for Bk. Rec. Officer
CITY OF LONDON	Continuous stationery to be enveloped	Author, title, date due, name and address	Weekly		
CROYDON	Computer produced on mainframe	Item no., title, name and address, issuing branch	Weekly		Long overdue report for staff action
EALING	Continuous stationery	Name, address, author, title, class, days o/d.	Weekly		Weekly branch report on items 8 weeks overdue
ENFIELD					
GREENWICH					
HAMMERSMITH					
HARINGEY	Continuous stationery letters, soon to be p/card	Author,title,class, name, address,loan date, price	Weekly		
HARROW					
HAVERING	Continuous stationery (letters and post cards)	Item no., material type, date of iss., name, add.	Weekly		13 weeks o/d by branch, items o/l specific user
HILLINGDON					
HOUNSLOW					
ISLINGTON					
KENSINGTON	Post card produced by computer	Author,title, date iss., name and address	Weekly		List of long term overdues
KINGSTON					
LEWISHAM	Post card produced by computer	ISBN/copy no., location, name address, borr. no.	Weekly		Overborrowing, Bk. Rec. Off. list, borr. loans
MERTON	Continuous stationery (letters)	Author, title, name and address	Daily	Notices used	
NEWHAM					
REDBRIDGE					
RICHMOND	Post card produced by computer	Author, title	Weekly		Daily reservation checklist
SOUTHWARK					
SUTTON	Post card produced by computer	Acc. no., category, name, address, borrower no.	Daily		Pre-printed letter at long overdue stage
TOWER HAMLETS					
WALTHAM FOREST	Computer produced (cards and letters)	Author,title, book no., date due, name, address	Weekly	Daily	
WANDSWORTH	Computer produced (cards and stationery)	Acc. no.,author,title, date due, name,address	Weekly	Class no. order	Weekly - o/d statistics Monthly - default lists
WESTMINSTER					
BIRMINGHAM	Post cards produced by computer	Item no.,author,title, class, date due,name,add.	Weekly		On demand - outstanding reserves, new overdues
DERBYSHIRE	Computer produced cards (later reports as letters)	Author,title,branch, loan date,name and address	Daily	Yes	Proof list of o/d sent, items o/l to spec. user
DORSET	Post card produced by computer	ISBN,author,title,class, iss.date,loc,name,address	Weekly	Cards used pre-posting	
EAST SUSSEX	Computer produced letters	Book no.,author,title, class, name and address	Weekly	3rd. o/d stage	Cumulative list of long overdue items
ESSEX	Computer produced on pre-printed stationery	Author, title, class, name and address	Weekly		
GLASGOW	Computer produced	Copy no., title(if known), name and address	Weekly	On demand	Loans to specific borr., Automatic borr. trapping
KENT	Post cards produced by computer	Author,title,item no., date due,name and address	Weekly	As required	Recall requested items, other reports as nec.
LANCASHIRE	Post cards produced by computer	Book no., due date, name and address	Weekly		Long o/d items list
WILTSHIRE	Post cards produced by computer	Author,title,title no., date due/run,name and add.	Weekly	Weekly	

QUESTION 15 Membership files TABLE 14

	PAPER	FILM	FICHE	A/Z ORDER	NO.ORDER	FILE OF SIGNED FORMS	TYPE OF READER NUMBER USED
BARNET			YES	YES	YES	In branch	9 digit: 1=status,, 8-9=Barnet
BEXLEY				On-line access via name or no.		To be decided	Char.1=borrower,2-5=Bexley,6-13=random number, 14=check digit
BRENT	YES				YES		9 digit: 1=description, 2=borrower type, 3-6=borrower identification, 7-9=location
BROMLEY				On-line access via name or no.		Under review	Sequential
CAMDEN	YES				YES	In branch	Char.1-3=branch,4-5=borr.cat.,6-9=sequential
CITY OF LONDON						In branch	Alpha-numeric bar codes, 2 digit syst. specifier 7 digit sequential, 1 check digit
CROYDON			YES	YES	YES		Unique number includes elements to identify library of issue and adult/child status
EALING	YES			YES	YES	In central	9 digit: 1=zero, 2-7=significant blocks, i.e. adult/children/branch,8-9=fillers
ENFIELD							
GREENWICH							
HAMMERSMITH							
HARINGEY	YES (set up only)	YES (not used)	YES (not used)	YES	YES	In branch	14 digit: 1=lead code,2-4=borr.type,5-6=branch, 7-11=seq.,12=check digit,13-14=lost ticket cont.
HARROW							
HAVERING	YES		YES	Whole system	Each branch	In branch	9 digit: 1=zero, 2-9=sequential no., (NB until 10/82 based on rating assessment number)
HILLINGDON						In branch	
HOUNSLOW							
ISLINGTON							
KENSINGTON	YES			YES	YES		9 digit: 1=D, 2-7=sequential no.,8-9=location
KINGSTON						In branch	
LEWISHAM	YES			YES	YES	In branch	Number indicates specific address and branch
MERTON			YES	YES	YES		Consecutive 8 digit number
NEWHAM							
REDBRIDGE				On-line access via name or no.			
RICHMOND				On-line access		In branch	14 digit number
SOUTHWARK							
SUTTON			YES	YES	YES	Only until dets.on fiche	9 digit: includes borough, branch, borrower category, non-Sutton area, sequential number
TOWER HAMLETS							
WALTHAM FOREST				On-line access via name or no.			13 digits: branch, borrower category, sequential number for each category
WANDSWORTH	YES				YES	In branch	11 digit: branch, borrower category, two check digits
WESTMINSTER							
BIRMINGHAM	YES			YES		In branch	Plessey D number: no significant features
DERBYSHIRE	YES	Planned			YES	In branch	10 digit: 2-3=adult/child,10=check (alloc.seq.)
DORSET	YES				YES	In branch	7 digit: sequential within branch,1-2=branch
EAST SUSSEX	YES			YES	YES	In branch	6 digit plus 3 digit branch identifier
ESSEX	YES				YES	In branch	10 digit
GLASGOW	YES		YES	YES		In branch	11 character: includes adult/children, branch, sequencer
KENT				On-line access			10 digit:1-2=category,3-4=division,5-10=seq.
LANCASHIRE	YES			YES	YES	In branch	8 digit + check:seqs. for adult/juv. and branch
WILTSHIRE	On request		YES		YES	In branch	10 digit number beginning with 9

QUESTION 16 Other routine output TABLE 15

BARNET	
BEXLEY	To be decided
BRENT	Processing reports, hard copy
BROMLEY	Items on loan, disposition reports for reservations, statistics
CAMDEN	Daily - Status of requested items, validation & error reports, reserve recall notices, statistics Weekly - trapping store status report; on demand - no. indexes, dead book reports, borrower status
CITY OF LONDON	
CROYDON	Loan statistics, non-resident use, child use by age-groups
EALING	Daily - statistics, reserve, borrower status,processing and withdrawal reports: weekly - statistics, additions and deletions; quarterly - reader file, expired members, reader trap tape. Others on demand
ENFIELD	
GREENWICH	
HAMMERSMITH	
HARINGEY	Processing reports and rejections; overborrowing lists; borrower and item enquiries; list for book recovery action; statistics; items for withdrawal after 9 months overdue
HARROW	
HAVERING	Processing reports; reminder lists of inter-branch loans and binding after 13 weeks; overborrowing; stats.
HILLINGDON	
HOUNSLOW	
ISLINGTON	
KENSINGTON	On demand - item and borrower enquiry reports
KINGSTON	
LEWISHAM	Daily - enquiry search from ISBN to list copies in stock,location,availability,last issued,time borrowed, current borrower; reservation reports; transaction reports (additions and deletions to stock file)
MERTON	Daily statistics; borrower trap lists;reserves;overdue items discharged; stock changes; transfers
NEWHAM	
REDBRIDGE	
RICHMOND	None proposed - statistics will be on demand
SOUTHWARK	
SUTTON	Error and validation reports; reports on unregistered readers; outstanding reserves; final overdue reminders; transaction discrepancies
TOWER HAMLETS	
WALTHAM FOREST	
WANDSWORTH	Borrower register update/input report; transaction tape error and output reports; overdue error reports; Weekly - main title print (accession order); low stock; invalid renewals; Bi-monthly - trap store report
WESTMINSTER	
BIRMINGHAM	
DERBYSHIRE	
DORSET	
EAST SUSSEX	Borrowers deleted from file for non-usage; update reports on files; books at binders; books on loan to special borrowers; status of reserved items; borrowers with excess loans
ESSEX	Statistics; reserved books; error lists (hard copy)
GLASGOW	Inter-branch loan items; items not issued since X; items issued at least N times; borrower status greater than X; overborrowing; titles with at least N requests; stocktaking; borrower activity reports
KENT	Reservations awaiting collection notices; recall notices
LANCASHIRE	
WILTSHIRE	Lapsed borrowers (non-use after 2½ years); interrogation reports on items borrowed

QUESTION 17 Conversion of library stocks TABLE 16

	METHOD AND NUMBERING SYSTEM	STAFFING	EXCLUSIONS	REASONS
BARNET	9 digit number: 1=type, 2-7=sequential random, 8-9=location. Special teams of staff	Temporaries	Reference stock	
BEXLEY	LASER tapes used for print out - random nos. added and loaded into DEAC. LASER select rec. serv. for other items	Some additional, plus WEEP trnees.		
BRENT	Label stock and link to ISBN if cat. record available. Sequential labels with library and type identity	½ scale 1 staff for take on		
BROMLEY	ALS nos. in books & ISBNs added to data base. Entries taken from LASER data base where possible	Existing plus YOPS		
CAMDEN	Progressive conversion. Retro (post '65) label based on acc. no., others random: current - numbered sequentially			Sequential nos. for speedy conv.
CITY OF LONDON	Input forms for branch conv. batch processed at BLCMP 90% hit rate		Metro. spec. collections	
CROYDON	Random number linked to ISBN on input form and in minicomputer files		Reference stock	Allows speedy processing
EALING	9 digit number: 1-6=title, 7-8=location, 9=copy. BNB and ISBN linked on input to MARC. Based on existing catalogue			
ENFIELD				
GREENWICH				
HAMMERSMITH				
HARINGEY	ISBN + XXYZ; XX=branch; Y=material type; Z=copy number; 14 character bar codes. Blitz concentration by branch	Existing plus Community Industry		
HARROW				
HAVERING	Random numbers. Each library closed for labelling of shelf stock, then returns done		Ref. H'bound, Schools	Ease of conversion
HILLINGDON				
HOUNSLOW				
ISLINGTON				
KENSINGTON	Plessey number plus copy number. Adult stock only library by library	2 F.T.E. temporary	Reference, Childrens	
KINGSTON				
LEWISHAM	Locally provided labels. Book numbers are ISBN/copy number/location			ISBN used for integ. system
MERTON	6 digit + copy number, rolling programme. Input forms completed from stock records and compared with cat.	Minimum		
NEWHAM				
REDBRIDGE	Sequential labels. New nos. added to data base from LASER sub-set via VDUs. New stock added via VDUs	Augmented Bib. Services team		
RICHMOND	14 digit sequential number, rolling programme	2 person team		
SOUTHWARK				
SUTTON	Numbering system used original accession number prefixed by code for category of material	Temporary staff and overtime		To avoid re-numbering
TOWER HAMLETS				
WALTHAM FOREST	Computer produced labels, from edited mainframe catalogue. 99 categories of stock	Temporary and agency-data prep		
WANDSWORTH	Rolling programme for pre-'75 stock. Major key(ISBN) as control no. with unique accession no. for each copy		Ref., Mobile, Reserve	
WESTMINSTER				
BIRMINGHAM	Plessey number includes a category code, original unique title number and a copy number		Reserve stock	ALS nos. used in Plessey system
DERBYSHIRE	Sequential numbers, each library closed for 2 weeks. Books checked against on-line cat. Untraced items added	4 special staff		On-site prod. quickest method
DORSET	Stocktaking prior to input. Labels produced in useful order (A/Z or class). Books issued on ISBN or loc. eqv.			
EAST SUSSEX	Non-significant no. system - title no. + copy no. Conversion done from books to avoid inaccuracies			Begun pre-ISBN system
ESSEX	ISBN used when possible, or BNB, local accession no. if neither av. ISBN/BNB punched and run against MARC		Rec. sound, A/V, Music	Use of ISBN aids first copy trap
GLASGOW	Unique number; link file to link items to titles		Reserve stock	For fast conversion
KENT	Portable DCUs used to link item/bar code/control nos. Matched to computer data base. Non-book via VDU	Temporary		
LANCASHIRE	Standard ALS labels inserted into all lending stock in automated libraries			
WILTSHIRE	Title/copy numbers. Input data for validation on mini. Bar code labels produced by Plessey from mag. tape			

QUESTION 18 Circulation control management information TABLE 17

	TYPE OF OUTPUT	USE
BARNET	Statistics, returns for Public Lending Right	Forward planning
BEXLEY	To be decided	
BRENT		
BROMLEY	Statistics	Monitoring, planning, analysis
CAMDEN	Daily issue statistics by branch and item type	Monitoring use - statistical returns
CITY OF LONDON	Statistics (printed paper)	Stock control
CROYDON	Loan statistics, time analysis at specific library	Planning
EALING	Statistics (line print)	Trends in use; optimise opening hours, monitor performance, reports and returns
ENFIELD		
GREENWICH		
HAMMERSMITH		
HARINGEY	Statistics - issues month/branch; issued items on given day	Regular reports, planning book fund alloc. on issues related to class details
HARROW		
HAVERING	Stats: weekly - branch in cat. and tots. cum.for year, iss. per hour. Other analysis for month, quarter and year	General monitoring and statistical returns
HILLINGDON		
HOUNSLOW		
ISLINGTON		
KENSINGTON	Issue statistics, validation reports	Annual statistics
KINGSTON		
LEWISHAM	Issues, reservations, stock, overdues. Iss. count of material, stocktaking, borrower analysis by many categories	
MERTON	Statistics (printed paper)	Control of issue and reservation system
NEWHAM		
REDBRIDGE	To be decided	
RICHMOND		
SOUTHWARK		
SUTTON	Statistical analysis of loans by branch, category and status of material (printed paper)	Stock editing, budgeting and planning
TOWER HAMLETS		
WALTHAM FOREST	Monthly statistics with annual cumulations (printed paper); Matrix for branch matching reader category with stock category	Internal management and research, external questionnaires
WANDSWORTH	Monthly stats. for each location. Statistics of use for each category of stock (developed from stocktaking program)	
WESTMINSTER		
BIRMINGHAM	Line printer reports, statistical reports, error reports, reports on request	
DERBYSHIRE	Daily issue/return stats. by branch and time. Printer exception and stat. reports on demand. Transact. anomalies list	Performance monitoring, stock management, Public Lending Right returns if required
DORSET	Errors and invalid reports, new reader reports, long overdues, daily, weekly, monthly stats for branch by cat. Books on laon	Statistical records, overdue chasing
EAST SUSSEX	Issue stats. in basic categories, weekly borr. usage, annual borr. usage, post code analysis (users), returns patterns	Resource allocation, planning mobile sites, monitoring effectiveness of overdues
ESSEX	Statistics, error lists, reserved books (printed paper)	
GLASGOW	Statistical reports, stock use	Allocation of funds, stock editing
KENT	20 basic statistical, management or bibliographical reports with others available from 'report generator'	Monitoring by professional staff at all levels
LANCASHIRE	Statistics of issues and borrowers, validation reports, overborrowing lists	Statistical records and general monitoring of the system
WILTSHIRE	Issue statistics, error messages, requested books, interrogations	Monitoring of work load, readers' requests

QUESTION 19 Effects on staffing establishment TABLE 18

BARNET	Staffing remained static
BEXLEY	Initial saving of 0.64 FTE clerical assistant in Stock Division Possible saving of 2 library assistants in Central Library when loans control introduced
BRENT	Some reductions in clerical work level in branches
BROMLEY	Self-financing. Work loads of various departments will change substancially
CAMDEN	Circulation - No savings, improved deployment of staff Cataloguing - Re-organisation of department, some re-gradings, greatly increased throughput
CITY OF LONDON	Reduction of 2 library assistants at Barbican Library
CROYDON	Reduction of 3 library assistants
EALING	Reduction of 2 library assistants. Further cut backs due to financial reductions have been avoided through increased efficiency of computer system. Some staff re-deployment to run system
ENFIELD	
GREENWICH	None directly associated with computerisation
HAMMERSMITH	None
HARINGEY	Minimal to date. Establishment of new Central Library based on use of computer system
HARROW	None
HAVERING	None
HILLINGDON	Reduction of 4 library assistant posts. Appointment of Library Systems Manager
HOUNSLOW	None
ISLINGTON	
KENSINGTON	Reduction of 6 library assistant posts
KINGSTON	
LEWISHAM	
MERTON	None
NEWHAM	
REDBRIDGE	9.5 man years of temporary staff. No additional library assistants for new Central Library in 1985. Reduction of 4 library assistants at a later date
RICHMOND	Reduction of 5 library assistants and 2 staff from conversion team by full implementation
SOUTHWARK	None
SUTTON	3 two year professional posts created for conversion of adult book stock (now completed)
TOWER HAMLETS	
WALTHAM FOREST	Reduction of app. 2 FTE professional posts in Cataloguing Department
WANDSWORTH	Conversion team of 2 posts to catalogue lending stocks (disbanded 1982)
WESTMINSTER	None
BIRMINGHAM	No posts deleted. New system allows increased throughput especially in cataloguing
DERBYSHIRE	Creation of Computer Liaison Officer (SO2) and Computer Liaison Assistant (CL2) Reduction of 14 library assistants
DORSET	No reductions. More effective use of existing staff
EAST SUSSEX	Reduction of 1.5 cataloguing posts and 11 circulation posts Creation of Computer Liaison and Control Assistant (CL1)
ESSEX	Staffing reductions through increased efficiency in services where computer systems are used
GLASGOW	7 new posts created
KENT	Reduction of 36 library assistants by full implementation of computer system
LANCASHIRE	None
WILTSHIRE	Some reductions as a result of computer system, but hard to assess due to overall restructuring

QUESTION 20 Staffing responsibilities for operation of the computer system TABLE 19

	WHO IS IN OVERALL CHARGE	WHO MANAGES THE DAY TO DAY RUNNING
BARNET	Principal Assistant Librarian	Computer Systems Librarian
BEXLEY	Assistant Chief Librarian (Technical & Support)	Data processing staff
BRENT	Chief Assistant Librarian	Circulation - area librarians involved Cataloguing - Principal Cataloguer
BROMLEY	Assistant Borough Librarian (Services)	Bibliographer
CAMDEN	Management resp. - Principal Librarian, Bib. Serv. Systems - Senior Systems Librarian/Syst. Manager	Circulation - Service librarians/Syst. Manager Cataloguing - Various cataloguers
CITY OF LONDON	Director, Administrative Assistant, branches	Library staff
CROYDON	Deputy Chief Librarian	Computer Liaison Librarian (in Bib. Services)
EALING	Deputy Borough Librarian	Data control - Chief Bibliographic Assistant Circulation - Bib. service and service point staff
ENFIELD		
GREENWICH	Policy and development - Borough Librarian Operations - Principal Assistant	Cataloguer
HAMMERSMITH	Central Reference Librarian	
HARINGEY	Executive Librarian (Circulation Services) with Technical Control Officer, resp. for development	As in OVERALL CHARGE
HARROW	Head of Bibliographical Services	Senior Cataloguer
HAVERING	Assistant Borough Librarian (Bibliographical Serv.)	Bibliographical Services Department staff
HILLINGDON	Assistant Borough Librarian	Library Systems Manager
HOUNSLOW		
ISLINGTON		
KENSINGTON	Principal Administrative and Projects Officer	Circulation control - Central Lending Library Cataloguing - Chief Cataloguer
KINGSTON		
LEWISHAM	Chief Librarian	Principal Librarian (Lending Services)
MERTON	Borough Librarian	Assistant Borough Librarian, District Librarians, Chief Cataloguer
NEWHAM		
REDBRIDGE	Principal Assistant Librarian	Principal Assistant Librarian
RICHMOND	To be decided	Computer operations - Hounslow computer staff Service point operations - Librarians
SOUTHWARK	Assistant Borough Librarian	Principal Cataloguer
SUTTON	Bibliographic Services Librarian	Branch Librarians/Subject Specialists
TOWER HAMLETS		
WALTHAM FOREST	Joint control by two Assistant Borough Librarians	Chief Cataloguer
WANDSWORTH	Assistant Borough Librarian Librarian i/c Bibliographical and Computer Services	District and branch library staff
WESTMINSTER	Assistant City Librarian (Technical Services & Arts)	Westminster Data Processing Unit
BIRMINGHAM	No one with direct responsibility, task now done by Senior Assistant, Forward Planning and Co-ordination	Relevant section head
DERBYSHIRE	County Librarian	Computer Liaison Officer
DORSET	Assistant County Librarian, Bibliographical Services	Area Assistant County Librarians (local ops.) Chief Cataloguer (HQ)
EAST SUSSEX	Principal Librarian, Bibliographic Services	Head of Technical Services, Computer Control Assistant, area library staff
ESSEX	Principal Assistant Librarian, Bibliographical Serv.	Cataloguing - Deputy Bibliographical Services Circulation - area library staff
GLASGOW	Automated Systems Manager	Shift leaders (2)
KENT	Assistant County Librarian (Administration)	Systems Librarian
LANCASHIRE	Overall - Deputy County Librarian Planning - Computer Services Librarian	Heads of departments District librarians
WILTSHIRE	Assistant Director (Support Services)	Technical Services Officer

QUESTION 21 Current processing and support in relation to other departments TABLE 20

BARNET	Priorities set by Computer Department - all changes made after cost analysis
BEXLEY	Possible VDU bookings service for sports centres. Schools/colleges access to library catalogues. Prestel. Integrate Technical College into public library system.
BRENT	Developments suspended pending present investigations
BROMLEY	
CAMDEN	Data conversion ready for new circulation system. BLCMP service OK, but procedures slow and labour intensive.
CITY OF LONDON	1. By Christmas 1982 - alphabetic searching of author/title/borrower files. 2. By June 1983 - acquisition. 3. By July 1983 - BOSS on-line catalogue support.
CROYDON	System modifications, but Council computer resources over subscribed.
EALING	All developments halted pending consideration of replacement library system.
ENFIELD	
GREENWICH	All development halted pending report of external consultants on computer system.
HAMMERSMITH	Consideration of COM
HARINGEY	Small amount of time allocated to enhancements (delay between 6 months and 2 years).
HARROW	
HAVERING	
HILLINGDON	
HOUNSLOW	
ISLINGTON	
KENSINGTON	Enhancements due: 1. On-line access to Central files. 2. Outstanding reservations list via computer. 3. Amend cat. files via Plessey system. 4. Computerised stocktaking. 5. Flexibility of location details.
KINGSTON	
LEWISHAM	Enhancements
MERTON	
NEWHAM	
REDBRIDGE	Dedicated system
RICHMOND	
SOUTHWARK	
SUTTON	1. Minor changes dealt with after delay. 2. Personal computing facilities available for own use of analysis of existing files. 3. Resources for major development unavailable.
TOWER HAMLETS	
WALTHAM FOREST	System still being developed. Programming support at a premium causing delay.
WANDSWORTH	Enhancements take about 3 months
WESTMINSTER	
BIRMINGHAM	Changing from ICL to IBM.
DERBYSHIRE	1. Circulation control system 80% complete; in-house terminal under development. 2. Investigating co-operation with Schools Library Service.
DORSET	Support provided by County Treasurer's computer section.
EAST SUSSEX	
ESSEX	1. Enhancements by computer section. 2. In COTERM for programs run on this equipment. 3. SB. Electronics for circulation system.
GLASGOW	
KENT	Receive considerable support from computer/management services department
LANCASHIRE	Enhancements/processing by County. No further developments planned.
WILTSHIRE	Limited development at present.

QUESTION 22 Development plans and objectives (short and long term)

TABLE 21

	SHORT TERM	LONG TERM
BARNET	Replace old equipment	Convert all stocks
BEXLEY	By 1983 - Central Library loans control By 1984 - Retro. conversion to on-line catalogue	1. Extend loans control to whole service 2. Develop bookings service for schools and colleges
BRENT	Planning costing of 1982 feasibility study	Stand alone on-line system
BROMLEY	Convert all libraries to circulation control, on-line catalogue and book ordering system	Greater administrative use of local Viewdata
CAMDEN	By 1984 - new circulation system. Subject index from BLCMP. Increased use of external data bases	CINDEX - community info. system. BLCMP BOSS system. On-line circ./cat. interface. Wider access to cat.
CITY OF LONDON		On-line link to BLCMP stockfile. Use of external data bases. Use of microcomputers
CROYDON	On-line access to mainframe stock files	Consideration of 'stand alone' system
EALING	Provide on-line circulation and bibl. system. MARC catalogue. Computerise book order system	
ENFIELD	Introduce 'Tele-pen' system	
GREENWICH	1. Circulation control at 4 libraries 2. Frequent editions of subject index	Introduce integrated on-line system
HAMMERSMITH	Introduce Prestel/Teletext into 3 libraries	Introduce computerised circulation and cataloguing
HARINGEY	Introduce print-out changes relevant to multi-branch operation. Convert all branches	Integrated on-line system. Book provision statistics package. Computerised book ordering
HARROW	Computerised borough training library Computerise local information records	Book ordering routines Circulation control
HAVERING	Transfer mainframe procesing from GLC. Consider new mini system. Develop computer catalogue	
HILLINGDON	Develop integrated on-line package	Community information network - broadcast systems and Civic Centre. Theatre/leisure bookings
HOUNSLOW	By 1983 - Plessey Module 4 to be shared with Richmond	Enhance Module 4 with book ordering
ISLINGTON	Investigation of automation of acquisitions/ cataloguing services	Retrospective catalogue. Circulation system. On-line system for community information
KENSINGTON	On-line access to files	Investigate catalogue systems, e.g. LASER, LIBPAC Extend catalogue to Ref. and Music stocks
KINGSTON	Integrated on-line system	Increased use of Viewdata - Council minutes, links to micros, personal computing, cable TV, Video disks
LEWISHAM	Extension of loans control system to all libraries	Integrated on-line system
MERTON	1. Retrospective catalogue conversion 2. Complete circulation system in all libraries	On-line access for cataloguing
NEWHAM		
REDBRIDGE		By 1985 - full issue control and on-line catalogue. Consider GEAC type subject index
RICHMOND	1. Introduce Module 4 for on-line bib. services 2. Word processing for local information system	
SOUTHWARK	1. Integrate ordering with cataloguing (1983) 2. Provide Prestel in 2 reference departments	Study of need for computer based circulation system
SUTTON		Replace existing system with more flexible type, more search modes, etc. Link between circ. and cat.
TOWER HAMLETS		
WALTHAM FOREST	1. On-line catalogue support for Central Library 2. Extension to all libraries via Viewdata	Computerise ordering system
WANDSWORTH	Replacement of circulation/cataloguing system in next 2 years	2 - 3 years: on-line catalogue, perhaps via Viewdata. Local information services via Viewdata
WESTMINSTER	1. Include Fiction from September 1982 2. Replace in-house cat. with microbased system	
BIRMINGHAM	1. Extend Plessey system to more branches 2. BOSS/BLCMP ordering/acquisitions system	1. Develop STAIRS on IBM mainframe 2. Use of in-house micro systems
DERBYSHIRE	By mid 1983 - eliminate Photocharging Closer links between mini and mainframe	Redsign files for greater fexibility and expansion
DORSET	Complete take on of all pre-re-organisation stock	Improve catalogue/ordering processes. Extend OCR circulation system. Develop management/stock programs
EAST SUSSEX		On-line acquisitions system. Re-write circulation software. Appraise ICL DRS 20. Viewdata info. system
ESSEX	On-line information retrieval. Access to external data bases. Extend circulation system (+20 libraries)	On-line circulation control. Data capture from other data bases. Private Viewdata system
GLASGOW	Acquisition of a mini or micro computer	
KENT	Specification of on-line ordering system to integrate with circulation control	Standing working group considering future developments in all types of libraries
LANCASHIRE	Working party currently reviewing total county library computer requirements	
WILTSHIRE	Currently under review	